

PROJECT COORDINATOR CERTIFICATE

Program Number: 61-102-4

Certificate

Campus: Beaver Dam, Fond du Lac, West Bend, Online

This program is **not** eligible for financial aid

Perfect your project management skills with the Project Coordinator Certificate at Moraine Park.

About the Program

Many of today's jobs require skills to manage projects, both small and large. The Project Coordinator Certificate prepares students for entry-level positions that require project management skills, and introduces skill-sets for project management professionals.

What You'll Learn

Graduates will apply the entire project management life-cycle to analyze problems and create solutions. Coursework aligns with The Project Management Institute's standards to prepare graduates for professional certification. All courses directly transfer to the Business Management (<https://catalog.morainepark.edu/program-information/programs/business-management/>) and Office Management (<https://catalog.morainepark.edu/program-information/programs/office-management/>) Associate Degrees.

Transfer Opportunities

Your academic journey can continue at a four-year college or university. Earn your associate degree at Moraine Park and then apply those credits toward a bachelor's degree. Starting at MPTC makes completing a bachelor's degree **affordable, accessible** and **convenient**. You can go anywhere as MPTC has transfer agreements with colleges and universities both in Wisconsin and throughout the country.

Visit the Transfer to a Four-Year College (<https://www.morainepark.edu/transfer-to-a-four-year-college/>) page for more information on credit transfer agreements between Moraine Park and four-year colleges, both public and private.

Admission Process

Standard Admissions (<http://www.morainepark.edu/admissions/new-student/how-to-apply-for-admissions/>) steps details

Credit for Prior Learning

Transform the skills and abilities developed through previous experience into college credit through MPTC's Credit for Prior Learning process.

- Transfer credit from other colleges/universities
- Earn college credit for your military training and experience
- Earn college credit via Advance Placement, CLEP, DANTES/DSST or MPTC Challenge Exams
- Earn college credit from previous/current work and life experiences

Visit MPTC's Credit for Prior Learning (<https://www.morainepark.edu/academics/credit-for-prior-learning/>) page for more information.

Approximate Costs

NOTE: The fees below are 2025-2026 fees. They will be updated when 2026-2027 fees are approved.

Tuition

Occupational

- \$152.85 per credit (resident)
- \$229.28 per credit (out-of-state resident)

Associate of Arts/Associate of Science

- \$192.20 per credit (resident)
- \$288.30 per credit (out-of-state resident)

Online students are not charged out-of-state fees.

Student Fees

- \$5.00 minimum per course Material Fee
- \$13.76 per-credit Supplemental Fee for Undergraduate courses
- \$4.50 per term mandatory Student Accident Insurance Fee

Please refer to Tuition & Fee Information (<https://catalog.morainepark.edu/admissions-registration/tuition-fee-information/>) for additional enrollment fee information.

Course Requirements

Course	Title	Credits
101-184	Principles of Accounting	3
103-159	Computer Literacy - Microsoft Office	1
102-188	Introduction to Project Management	3
116-189	Team Building and Problem Solving	3
Communication Course (https://catalog.morainepark.edu/program-information/general-education/communications/)		3
Mathematics Course (https://catalog.morainepark.edu/program-information/general-education/mathematics/)		3
Credits		16
Total Credits		16

Pathways

- Business Management Associate Degree (<https://catalog.morainepark.edu/program-information/programs/business-management/>)
 - Business Logistics Coordinator Technical Diploma (<https://catalog.morainepark.edu/program-information/programs/business-logistics-coordinator/>)
 - Project Coordinator Certificate (p. 1)

All courses from the Project Coordinator Certificate also transfer to the Office Management (<https://catalog.morainepark.edu/program-information/programs/office-management/>) Associate Degree. Earn a certificate, technical diploma and associate degree along this pathway. Start with some courses for entry-level employment, and continue with additional courses for higher wages and job advancement.

Career Opportunities

- Project Coordinator
- Facilities Supervisor

- Administrative Service Manager
- Facilities Coordinator